

## SOLE SOURCE PROCUREMENT REQUEST

Please complete and email to: [vip@azdoa.gov](mailto:vip@azdoa.gov)

Entire document MUST be completed	
<b>Section 1</b>	
Requesting Agency: Department of Agriculture	
Vendor: Produce Pals	Estimated Cost: \$8,160.00
<b>Section 2</b>	
Brief description of materials or services: Consultation and Maintenance for Fresh Produce Inspection Billing and Certificate Tracking database.	
<b>Section 3</b>	
Briefly describe why this procurement is Sole Source and why there is only a single source available: The Federal State Inspection Services (FSIS) will require Produce Pals to provide consultation and maintenance of the Fresh Produce Grade Inspection Billing and Certificate Tracking database. Produce Pals created the tracking system and is sole propriatery.	
Duration of this Sole Source procurement: 1 year	
Briefly describe the efforts made to seek other sources: The Department of Agriculture has reviewed state contracts, has also gone on the web and has determined that no other company can provide maintenace for this particular program.	

Send comments to the following individual:

<b>Requesting Agency Contact Information</b>	
Procurement Officer: Helen Garcia	
Phone Number: 602-542-0992	Email Address: hgarcia@azdoa.gov

<b>State Procurement Website Posting Information</b>	
R2- 7-E301 requires the State Procurement Administrator shall post the request on the State Procurement Office website and invite comments on the Sole Source request for five working days.	
Date Posted: 8/6/08	Date Closed: 8/12/08